

**Communications and Information Career Program  
Presents**

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**C&I Civilian  
Career Force  
Management**



**SCOPE Champion**

**May 2004**

# ***Flying High***

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**Wheels up in 2003**



**Full throttle in 2004!**

# ***Overview***

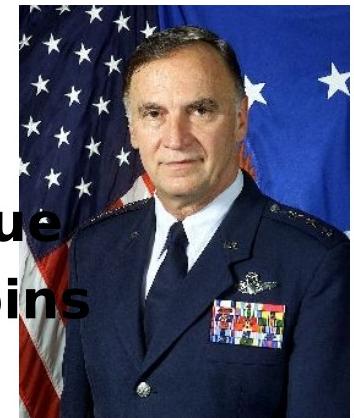
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- **Background**
- **Civilian Workforce Transformation**
- **Air Force Corporate Vision**
- **C&I Functional Advisory Council**
- **SCOPE Champion Purpose**
- **Target Audience**
- **Enhancements for 2004**
- **Process**
- **Why SCOPE Champion**
- **SCOPE Champion Positions**
- **Lessons Learned**
- **Way Ahead**

# **Background**

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**“As we evolve and transform, we must also change the ways we professionally develop our C&I community, ensuring our skills continue to meet mission needs.” Lt Gen William T. Hobbins**



**“It is our goal to ensure that C&I civilians are provided professional development and career assignment opportunities to fulfill their potential within the Air Force.” Mr. Rob C. Thomas**

# **Civilian Workforce Transformation**

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## ***Strategic Plan Published for C&I Civilians***

- Redefine workforce duties and skills needed for the globally-networked environment**
- Transform and reskill workforce**
- Foster leadership development**
- Emphasize mentoring and career counseling**
- Market career opportunities**

**SCOPE Champion executes leadership and mentoring elements of strategic plan**

# **Air Force Corporate Vision**

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## **Developing civilian leaders who will:**

- Share the mantle of leadership with the officer corps**
- Serve the Air Force where and when needed**
- Think strategically and be technically adept**
- Possess broad and diverse experience**
- Set the example for tomorrow's workforce**



# **C&I Functional Advisory Council**

- Chaired by AF/XI
  - Integrates C&I with AF total force objectives
    - Civilian, officer, enlisted, Reserve, Guard
    - SCOPE Champion is total force mechanism
      - Prepares civilians to lead within total force const



# *Purpose*

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- **Groom C&I civilians to be highly competitive for GS-14, GS-15, and Senior Executive Service (SES) positions**
- **Emphasize leadership, mobility, education, training, breadth of experience, and active mentorship in network centric, operational environment**



# **Target Audience**

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- For participation:**
  - Permanent employees in C&I career fields**
  - Grades: 13s, 14s, 15s & equivalents**
  
- For organizational impact:**
  - Supervisors and commanders**
    - To foster mentoring**
    - To enhance human resource management**



# **Enhancements for 2004 Cycle**

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- Senior Civilian Network**
- Endorsement Process**
- 13 positions in 2003,  
7 more added**
- Selection Panel formalized**
  - Selecting supervisor**
  - C&I leader within chain**
  - C&I leader outside of chain**



# **Process**

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SCOPE  
**Champion**  
**Program**  
**Candidate**  
**Responsibilities**

## **Candidate Responsibilities**

- **Ensure Career Brief Is Correct!!!**
  - On-line at AFPC Website
  - Update with local CPF
  - Provide to mentor
- **Submit application package**
  - Prepare Executive Core Qualifications (ECQs)
- **Obtain Supervisor's Signature**
- **Obtain Endorsement from Senior Communicator in Chain**
  - Through Designated Senior Civilian
- **Self nominate for vacancies**

# *Process*

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**SCOPE**  
**Champion**  
**Program**  
**Candidate**  
**Responsibiliti  
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**Records**  
**Screening**  
**Score**  
**(SCRSS)**



**SCOPE Champion**  
**Records Screening Score**  
**(SCRSS)**

- **Career Brief Scoring**
- **Education**
- **Professional Development**
- **Supervisory Experience**
- **Organizational Level Experience**
- **Functional Area Experience**

# Process

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**SCOPE Champion**  
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■ Career Brief Scoring

**EDUCATION**

Ph.D.

Masters, or Post, or Professional  
Bachelors or Post

**NOTE:** Additional points awarded  
for degrees in  
Managerial/Technical Field

# Process

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**SCOPE Champion**  
**Records Screening Score**  
**(SCRSS)**

- Career Brief Scoring
- Education

## **PROFESSIONAL** **DEVELOPMENT**

AFLEGIS, ACSC, SOS, CBMC,  
Any War College, ICAF, RAND Fellows,  
Advanced Mgt Prgm, **OPM Exec**  
**Courses**,  
ELDP, DLAMP, NSMC, CAMP,  
Scope Eagle

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**SCOPE Champion**  
**Records Screening Score**  
**(SCRSS)**

- Career Brief Scoring
- Education
- Professional Development

**SUPERVISORY**  
**EXPERIENCE**

Team Leader

Leader

Supervisor CSRA

Supervisor/Manager

# Process

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**SCOPE Champion**  
**Records Screening Score**  
**(SCRSS)**

- Career Brief Scoring
- Education
- Professional Development
- Supervisory Experience

**ORGANIZATIONAL**  
**LEVELS**

JOINT  
AIR STAFF/HQ AF  
MAJCOM  
FOA/DRU/NAF  
BASE-LEVEL  
FEDERAL-OUTSIDE AF

# Process

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**SCOPE Champion**  
**Records Screening Score**  
**(SCRSS)**

- Career Brief Scoring
- Education
- Professional Development

## **FUNCTIONAL AREAS**

Operations

Intel

Training

Manpower/Personnel

Medical

Specialized Comm

Transportation

Space/Missile

Logistics/Supply

Comptroller/Finance

Other

# **Process**

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**SCOPE Champion**  
**Records Screening Score**  
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- **Career Brief Scoring**
- **Education**
- **Professional Development**
- **Supervisory Experience**
- **Organizational Level Experience**
- **Functional Area Experience**
- **ECQs (Narrative) Valid 3 years**
- **Leading Change**
- **Leading People**
- **Results Driven**
- **Business Acumen**
- **Building Coalitions/Communication**
- **CICP provides SCRSS and tier group**

# **Process**

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**Responsibiliti**  
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Score  
(SCRSS)  
**ECQ Board**

**ECQ Screening Board**  
■ Meets annually  
■ GS-15 (Composed of SES/GOs)  
■ GS-14 (Composed of GS-15s/Cols)  
■ Air Force wide representation  
■ Score & certify ECQ packages

# **Process**

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→ **ECQ Board &  
Selection  
Panel**

## **ECQ Screening Board**

- Meets annually
- GS-15 (Composed of SES/GOs)
- GS-14 (Composed of GS-15s/Cols)
  - Air Force wide representation
  - Score & certify ECQ packages

## **Selection Panel**

- Consists of two Senior C&I Leaders (one of the two from outside organization) & Selecting Supervisor
- CICP establishes lateral & promotion certificates
- Selection Panel conducts interviews
- Makes selection

# **Process**

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**SCOPE  
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**Records  
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(SCRSS)**

**ECQ Board &  
Selection  
Panel**

**Mentor  
Responsibiliti  
es**

## **Mentor Responsibilities**

- All SCOPE Champion GS-15s will be available as mentors
- Discuss SCRSS with protégé
  - Review record & provide feedback
- Assist with ECQ development if necessary
- Advise protégé on career broadening assignments/ professional development

# **Why SCOPE Champion?**

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- Professional growth opportunities**
  - Expands opportunities to learn and lead**
  - Ensures career mentorship for all applicants**
- Senior leadership visibility**
  - Through application & selection process**
  - Through position management panel (PMP)**
- Civilian Competitive Development Program (CCDP)**
  - Functional Board (i.e. C&I, Logistics, CE, etc.) prioritizes candidates for CCDP consideration**
  - SCOPE Champion participants receive first look among C&I applicants**

# **SCOPE Champion Positions**

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- There are currently 20 positions in the program - *as of 1 May 2004*
- Positions filled as they become vacant
  - 17 positions encumbered
    - Four filled using SC tenets
      - AMC/SCTE - Ms. Judy Beussink
      - PACAF/SCT - Mr. Mark Fink
      - AFDPO/PP - Ms. Jessica Spencer-Gallucci
      - AF/DPKCI - Mr. Jay Aragon
    - 3 Vacant (AF/XIIV, AF/XIWA, USAFE/SCY)
  - C&I leadership pursuing additional positions

# **Lessons Learned**

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- Begin application process early
  - ECQs and endorsement will take time****
- ECQ packages
  - Professional level writing required**
  - Focus on “I” rather than “we”**
  - Be specific**
  - Spell and grammar check!**
  - Write in past tense**
  - Meaningful impact (on mission, on Air Force, on organization...)****

# *Way Ahead*

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- Increase focus on mentorship
    - Senior Civilian Network takes lead
  - Net-centric, operational culture for civilian workforce
  - SCOPE Champion: Premier career enhancement tool for
- “Civilian Workforce Transformation”



# *For more information...*

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- **SCOPE Champion website:**
  - <http://www.afpc.randolph.af.mil/cp/cicp/SCOPE.htm>
- **CICP website:**
  - <http://www.afpc.randolph.af.mil/cp/cicp/>
- **Job Vacancy website:**
  - [https://ww2.afpc.randolph.af.mil/resweb/search\\_by\\_state\\_nlo.asp](https://ww2.afpc.randolph.af.mil/resweb/search_by_state_nlo.asp)
- **ECQ websites:**
  - <http://www.opm.gov/ses/ecq.html>
  - <http://www.afpc.randolph.af.mil/cp/ecq/index.htm>
- **Access Online Career Briefs**
  - <https://www.afpc.randolph.af.mil/afpcsecure/default.asp>



# *Questions*

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**I n t e g r i t y - S e r v i c e - E x c e l l e n c e**

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